

80/Pers

16 January 1976

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Office of Personnel Report -- Week Ending
16 January 1976

1. VIP: We have received a letter from Connecticut General Insurance Company informing us that the rate of interest guaranteed on the VIP investment for CY 1976 will be 8.35%. After deduction of .20% for administrative charges by Connecticut General, the figure of 8.15% remains as the rate to be credited to the accounts of participants in the VIP Income Fund, plus additional sums if declared.
2. Disabled Veterans: As part of our continuing effort to assist with employment of disabled veterans, Chief, Recruitment Division, and Chief, Washington Area Recruitment Office, met on 13 January with two veterans' representatives. They are Mr. Don Garner and Mr. John Falas of the Blinded Veterans' Association. The meeting went well, with a lively exchange of information.
3. Management Committee Meeting: Our Chief, Plans Staff, and I attended the Management Committee meeting on 9 January to backstop an agenda item pertaining to an Agency-wide attitude survey (based on sampling). The Management Committee endorsed the concept of such a survey but decided to table the survey for three months.
4. PDP: We received the last PDP on 14 January and immediately began the final consolidation.
5. Interest in Angola: The Chief of our Correspondence and Applicant Records Branch reports that she is receiving about 15 letters per week from people offering their services in Angola. The standard "We can't use your services in the manner in which you suggest" letter is being sent to the correspondents. In addition, we have received a letter from a citizen offering to go to Greece to contact the radical groups in an effort to determine who was responsible for Mr. Welch's death. The standard letter was sent.

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6. [] Conference: Position management representatives attended the [] Bureau Chief Conference to discuss PMCD position management responsibilities regarding foreign national staffing and pay administration.

7. Comparability Study: The FBI and the Department of State have been contacted in order to obtain comparability data for FOI/Privacy positions.

8. Presidential Classroom: Mr. [] has been detailed to the Presidential Classroom as an instructor for the next eight weeks.

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9. Blood Donations: As a result of the Agency's blood donations last week, Mr. Bob Batchter, Director, Fairfax County Red Cross, called to express his appreciation and requested that the Agency authorize him to put an article in a local Virginia paper. For example, he indicated that they had only obtained 38 pints from employees at the Pentagon, whereas Agency employees contributed 161 pints. The Red Cross provided this information to the Providence Journal of McLean and to the Washington Post and Washington Star.

10. Athletic Fields: Competition for use of the athletic fields adjacent to Va. Route 193 is increasing. In response to our request for a use permit for 1976 for softball and football, the Parkway Superintendent's office advised us of conflicts between our schedule and those of others users of the fields. While it appears we will be able to work out compromises with other users, it is becoming increasingly difficult to find accommodations for our very active athletic programs.

Coming Events:

1. The GEHA Annual Meeting will be held in the Headquarters Auditorium at 2:00 p.m. on 22 January.

2. We plan to complete our consolidation and review of the PDP's for the Director.

3. Colonel James R. Anderson, USAF, assigned to the Strategy Division, J-5, Office of the Joint Chiefs of Staff, will be the guest speaker for the Military Reserve Unit on 19 January. He will talk on the subject, U. S. Military Contingency Plans. The meeting will be conducted in the auditorium and will start at 1745 hours.

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